VACMAN Newsletter

January 20, 2005

Presenting the Transmit Process Training Video!

Starring VACMAN Help Desk Representative Nikki Williams

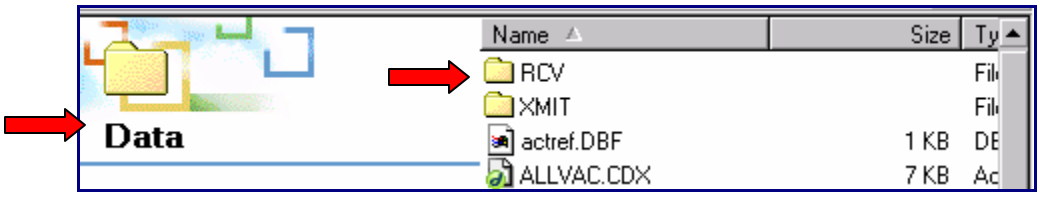
You have another resource to help you understand the exchange of data with CDC via the Internet. A video of the transmit portion of the VACMAN 3.9 training class is available. This video will be useful for employees who are newly authorized to transmit, as well as experienced employees who want a refresher course. Its run time is about 14 minutes. To access this video, click http://www.cdc.gov/nip/vacman/trg_video/transmit1-10.htm.

The VACMAN team continues to work with CDC's Secure Data Network (SDN) staff to streamline the Exchange function. This is a priority for a near-future version release.

Meanwhile, it is important that your project receive data from, and transmit data to, CDC on a timely basis. A frequent exchange of data ensures that your system information is up-to-date.

☎ Today's Help Desk Tip

The **packages you receive from** CDC must be placed in your **RCV** (receive) folder. The **packages you transmit** to CDC are in your **XMIT\pkg** (transmit) folder. If, as the VACMAN team recommends, you use a Data directory, the applicable file folders **RCV** and **XMIT** are inside the Data directory. The graphic below shows these folders in the Data directory.



Note: Some projects choose not to have a Data directory.

The Exchange function has two parts: **Receive** and **Send**.

When you initiate the Exchange, you **first receive a package**, or folder, from CDC. You **download this package into your RCV folder**. You then **process** the received package, which updates order status.

Next, you **transmit data to CDC**. During this **Send** process, you **generate a package**, which allows VACMAN to collect information from throughout your system and place it in a package. You then **upload** the package from the **XMIT\pkg** folder. This is how you inform CDC about your new orders

The packages have eight-position names. The following tables illustrate their naming structure.

Folder Name	Package Positions 12345678.ZIP	The end of the file path looks like this:
RCV (Receive)	PJAAFYEA.ZIP (Position 8 is alphabetic)	\~\RCV\PJAAFYEA.ZIP
XMIT\pkg\ (Transmit)	PJAAFYE1.ZIP (Position 8 is numeric)	\~\XMIT\pkgs\PJAAFYE1.ZIP
	PJ Your project's VACMAN ID. \~\ Network drive letter and other segment(s) of the file path. These elements are unique to each project.	

Package Positions	Description
1 and 2	Your project's ID. For example, "GA" – Georgia.
3	The type of VACMAN installation in use. For example, "A" – Production.
4, 5, 6, and 7	Alphabetic day counter; advances each day.
8	Alphabetic character if you are receiving; numeric if you are sending. **If Receiving**, the eighth position is "A" for the first package you receive on a date. If you receive more than one package on a date, the character advances to "B" etc. This rarely occurs. **If Sending**, the eighth position is "1" for the first package you send on a date. If you send more than one package on a date, the number advances to "2" etc.

For detailed instructions, see the VACMAN User Guide, Chapter 6, “Exchanging Data with CDC via Internet.” http://www.cdc.gov/nip/vacman/usrgd/v308_Chapter6.pdf

For more information, contact the VACMAN Help Desk. http://www.cdc.gov/nip/vacman/contact.htm